

(To be advertised in the Employment News /Rozgar Samachar Dated the 9-15 April, 2011)

**STAFF SELECTION COMMISSION
(SOUTHERN REGION)
Website : www.sscsr.gov.in**

No.4/22/2010-SR

Closing Date : 11.05.2011

Important Note : This is a Re-advertisement of Advertisement No.SR-2/2010 Categories SR-1 to SR-4 issued in Employment News dated 14-20 August, 2010. Candidates who have already submitted their applications in response to that advertisement need not apply again and they will be considered for the post of Transmission Executive subject to their fulfilling all eligibility conditions. The Crucial date for determining age, EQ etc., will be the same (i.e.) 14.09.2010 as given in the earlier advertisement.

Applications are invited for the following categories / posts of Transmission Executive in All India Radio : Only for SC / ST candidates

Advt No.SR- SSC/SR/2/2011 –TRANSMISSION EXECUTIVE

Category : SR-C-01

Name of the Post / Office	:	TRANSMISSION EXECUTIVE (GENERAL AND PRODUCTION) in All India Radio, Andhra Pradesh
Classification	:	General Central Civil Services, Group-C (Non- Gazetted) (Non- Ministerial)
Vacancies	:	SC- 6(SIX) & ST-3 (THREE) (OH candidates are suitable for the post)
Scale of Pay	:	Rs.5000-150-8000 (pre- revised)
Initial Place of Posting	:	All India Radio Stations of Andhra Pradesh with AISL
Age Limit	:	Between 18 —30Years
	:	Upper Age Limit is relaxable upto 35 Years for SC/ ST Candidates, 45 Years for OH Candidates belonging to SC/ST category , and 35 years for employees of Prasar Bharati (No age relaxation for Central Government Civilian Employees)
Essential Qualification	:	(i) Degree of recognized University or equivalent qualification (OR) A Diploma from National School of Drama, New Delhi or a Diploma from the Film and Television Institute, Pune (OR) A Diploma in Sound Broadcasting (ii) Proficiency in the language relevant to the Vacancy (Telugu)

Desirable Qualification	:	1. Five years standing as a well-known writer in the language relevant to the vacancy or five years experience of creative writing in book-form or experience of creative writing for any journal, Magazine or for Radio and capacity to prepare Scripts for broadcasts. 2. Knowledge of Hindi. 3. Knowledge of other languages of the area concerned 4. Voice suited for broadcasting 5. Experience of contributing articles to Newspapers/ Magazines/ Radio and Television.
Job Responsibilities	:	The Transmission Executive is placed in charge of the Station's transmissions and he functions as the Duty Officer. The Transmission Executive is responsible for carefully watching the various items of programmes broadcast and preparing the Daily report in form AIR-P-29. Detailed entries should be made in the Studio Log Book which is the main initial record for making payment to Artists, Talkers, Record Companies etc.

Category : SR-C-02

Name of the Post / Office	:	TRANSMISSION EXECUTIVE (SCRIPTS) in All India Radio, Andhra Pradesh
Classification	:	General Central Civil Services, Group-C (Non-Gazetted) Non-Ministerial
Vacancies	:	1 (ONE) – SC & 1 (ONE) -ST (OH candidates are suitable for the post)
Scale of Pay	:	Rs.5000-150-8000 (pre- revised)
Initial Place of Posting	:	All India Radio Stations of Andhra Pradesh with AISL
Age Limit	:	Between 18 —30Years
	:	Upper Age Limit is relaxable upto 35 Years for SC/ ST Candidates, 45 Years for OH candidates belonging to SC/ST category, and 35 years for employees of Prasar Bharati (No age relaxation for Central Government Civilian Employees)
Essential Qualification	:	(i) A Degree of recognized University or equivalent qualification (OR) A Diploma from National School of Drama, New Delhi or a Diploma from the Film and Television Institute, Pune (OR) A Diploma in Sound Broadcasting (ii) Proficiency in the language relevant to the Vacancy (Telugu)
Desirable Qualification	:	1. Five years standing as a well-known writer in the language relevant to the vacancy or five years experience of creative writing in book-form or experience of creative writing for any journal, Magazine or for Radio and capacity to prepare Scripts for broadcasts.

	<ol style="list-style-type: none"> 2. Knowledge of Hindi. 3. Knowledge of other languages of the area concerned 4. Voice suited for broadcasting 5. Experience of contributing articles to Newspapers/ Magazines/ Radio and Television.
Job Responsibilities	: The Transmission Executive should record, dub, edit and play back programmes of all kinds. He assists in the production of programmes of all kinds. He should write scripts of plays, features, talks, stories etc., for all categories of programmes, edit and adapt material to be broadcast, read scripts and take part in their presentation.

Category : SR-C-03

Name of the Post / Office	: TRANSMISSION EXECUTIVE (FARM AND HOME) in All India Radio, Andhra Pradesh
Classification	: General Central Services, Group-C (Non-Gazetted) (Non-Ministerial)
Vacancy	: SC-1 (ONE) (OH candidates are suitable for the post)
Scale of Pay	: Rs.5000-150-8000 (pre- revised)
Initial Place of Posting	: All India Radio Stations of Andhra Pradesh with AISL
Age Limit	: Between 18 —30Years
	: Upper Age Limit is relaxable upto 35 Years for SC Candidates, 45 Years for OH candidates belonging to SC Category. 35 years for employees of Prasar Bharati (No age relaxation for Central Government Civilian Employees)
Essential Qualification	: (i) A Degree in Agriculture of a recognized University or equivalent qualification. (ii) Proficiency in the language relevant to the Vacancy (Telugu)
Desirable Qualification	: <ol style="list-style-type: none"> 1. Keen interest in development activities in rural areas. 2. Ability to translate correctly from Hindi or English into the language relevant to the vacancy and vice versa. 3. Five years creative writing in book-form or experience of creative writing for any Journals/ Magazines or for Radio on agriculture subjects or two years' field experience as Extension Worker (Gram Sevak) or two years' training as village level worker (Gram Sevak) or six years' experience as Gram Sevak or Village Extension Officer and capacity to prepare Scripts for broadcasting.. 4. Voice suited for broadcasting 5. Knowledge of other languages of the area concerned.

Job Responsibilities	:	The Transmission Executive should record, dub, edit and play back programmes of all kinds. He assists in the production of programmes of all kinds. He should write scripts of plays, features, talks, stories etc., for all categories of programmes, edit and adapt material to be broadcast, read scripts and take part in their presentation.
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Category : SR-C-04

Name of the Post / Office	:	TRANSMISSION EXECUTIVE (GENERAL AND PRODUCTION) in All India Radio, Tamilnadu.
Classification	:	General Central Services, Group-C (Non-Gazetted) (Non-Ministerial)
Vacancies	:	14 (Fourteen) – SC (OH candidates are suitable for the post)
Scale of Pay	:	Pay Band 2 - Rs.9300-34800 with Grade Pay of Rs. 4200/- Rs.5000-150-8000 (pre- revised)
Initial Place of Posting	:	All India Radio Stations of Tamil Nadu WITH AISL
Age Limit	:	Between 18 —30Years
	:	Upper Age Limit is relaxable upto 35 Years for SC Candidates, 45 Years for OH candidates belonging to SC category 35 years for employees of Prasar Bharati (No age relaxation for Central Government Civilian Employees)
Essential Qualification	:	(i) A Degree of recognized University or equivalent Qualification (OR) A Diploma from National School of Drama, New Delhi or a Diploma from the Film and Television Institute, Pune (OR) A Diploma in Sound Broadcasting (ii) Proficiency in the language relevant to the Vacancy (Tamil)
Desirable Qualification	:	1. Five years standing as a well known writer in the language relevant to the vacancy or five years experience of creative writing in book form or experience of creative writing for any journal, Magazine or for Radio and capacity to prepare Scripts for broadcasts. 2. Knowledge of Hindi. 3. Knowledge of other languages of the area concerned. 4. Voice suited for broadcasting. 5. Experience of contributing articles to Newspapers/ magazines/Radio and Television.
Job Responsibilities	:	The Transmission Executive is placed in charge of the Station's transmissions and he functions as the Duty Officer. The Transmission Executive is responsible for carefully watching the various items of programmes broadcast and preparing the Daily report in form AIR-P-29. Detailed entries should be made in the Studio Log Book which is the main initial record for making payment to Artists, Talkers, Record Companies etc.

IMPORTANT NOTE ON EDUCATIONAL QUALIFICATIONS—

Important note on EQ : Degree/Diploma etc. obtained by candidates from open Universities/Distance Education will not be accepted unless the same is accompanied by a certificate to the effect that the course is recognized by Distance Education Council in terms of Ministry of Human Resource Development Notification no. 44 published in Gazette of India dated 08.04.1995 for the relevant period when the candidate has acquired the relevant qualification.

2. Age and relaxation in upper age limit:

- Should be within the age limit prescribed as on the crucial date (i.e. 14.09.2010)
- Age relaxation is available for Ex- serviceman candidates. The Ex-Servicemen should have been discharged or are likely to be discharged from the Armed Forces within the stipulated period of one year from the crucial date, (i.e. 13.09.2011) on completion of his assignment. Necessary certificate/undertaking should be submitted by the Ex-Serviceman candidate in the form prescribed in D/o Personnel & Training's O.M.No. 36034/2/91-Estt (SCT) dated 3.4.91. (Appendix I and II) Ex-S fulfilling the conditions laid down by the Government from time to time shall be allowed to deduct military service from their actual age and such resultant age should not exceed the prescribed age-limit by more than three years.
- SC/ST candidates should submit their certificate in the format prescribed by the Commission as given in Annexure – III.
- The OH candidates should submit the disability certificate as in Appendix-V.
- No age-relaxation is admissible to sons and daughters of Ex- Servicemen.
- All persons who had ordinarily been domiciled in the State of Jammu & Kashmir during the period from 1.1.1980 to 31.12.89 shall be eligible for relaxation in the upper age- limit by five years in support of which the proof of residence may be submitted along with the application.to that effect
- Upper age limit is relaxable upto the age of 35 years (40 years for SC/ST candidates) in the case of widows, divorced women and women who are judicially separated from their husbands and who are not remarried.

3. Fee Payable & Mode of Payment:

Since all the posts are reserved for SC/ST candidates. No fee is payable.

4. Mode of Selection:

Usually, the selection to the posts will be made on the basis of Skill Test/Interview. However, if necessary, the Commission may, at its discretion, decide to hold a Proficiency/Screening Test. Wherever, a Proficiency/Screening Test is prescribed, only such candidates who obtain a certain minimum marks in the Proficiency/Screening Test will be called for the Interview/Personality Test.

5. How to Apply:

The applications duly filled in ((Please refer to "Guidelines for filling in the Application Form" given separately.) should be addressed to the Southern Regional Office of the Commission on or before **11.05.2011** (*Closing date*) at the following address:

**The Regional Director (SR)
Staff Selection Commission,
2nd Floor, EVK Sampath Building,
College Road, Chennai - 600 217.**

(In the case of residents of Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Jammu & Kashmir, Lahaul & Spiti District and Pangi Sub-Division of Chamba District of Himachal Pradesh, Andaman & Nicobar Islands, Lakshadweep and for candidates residing abroad the closing date shall be **18.05.2011**).

Applications Received After The Specified Time Of Closing Date Will Not Be Entertained Under Any Circumstances. The Commission will not be responsible for postal delay.

6. GUIDELINES FOR FILLING IN THE APPLICATION FORM

INDICATE CLEARLY THE NAME OF THE POST, ADVERTISEMENT NO.& CATEGORY NO. ON THE ENVELOPE WHILE SENDING THE APPLICATION

1. **Separate application should be submitted for each category.**
2. **Do Not Enclose Any Original Certificate With The Application**
3. Ensure that the format of the Application form is exactly the same in contents and size as published.
4. Fill in the Application Form in your own hand writing using a Ball point pen without leaving any column blank Write 'not applicable' wherever necessary.
5. Candidate should send only one application. There should be only one application in one envelope.
6. Serving Defence Personnel likely to be released within one year of the closing date can also apply.
7. **Closing date** for receipt of applications: **11.05.2011 (5.00 p.m.)**
7. **Documents To Be Attached With each Application:**
 1. Only CRFS should be affixed and duly cancelled in the relevant place on the application form.
 2. One recent passport size photograph, duly signed and pasted (NOT STAPLED) in the space provided in Application Form. Two copies of the same photo should be retained by the candidate for pasting on the Attendance Sheet/Bio-data form.
 3. Attested copies of certificates showing age, educational and technical qualifications including mark-sheets with subjects studied. (Only certificates issued by the Competent Authority, viz .the Universities / Boards of Education concerned would be accepted as proof of possessing the minimum educational, technical qualification and Date of Birth.) issued before the crucial date (i.e.) **14.09.2010**
 4. Attested copies of Ex-S and SC / ST / OH certificates. (Appendix :I to IV)
 5. Others who claim age relaxation should submit certificates in support of their claim.
 6. Undertaking by the Central Government Employee/Departmental Candidate to the effect that they have informed, in writing, their Head of Office that they have applied for the post. Depttl./Central Government Employees claiming age relaxation should submit necessary certificate from the employer as in Appendix-V& VI .

Any dispute in regard to this recruitment will be subject to Courts/Tribunals having jurisdiction over Chennai.

8. Invalid Application

The application will be summarily rejected in case it is:

- a. incomplete or illegible.
- b. An application filled in a language other than Hindi/English.
- c. Under age /over-age as on crucial date (i.e.) **14.09.2010**
- d. Not having the requisite essential qualification as on crucial date (i.e. **14.09.2010**)
- e. Multiple applications received in the same envelope or from the same applicant.
- f. Application received after the closing date(i.e) **11.05.2011**
- g. Documents in proof of DOB, EQ, Category etc., are not attached with the application.

NOTE :

1. The vacancies advertised are provisional and liable to vary. In case the vacancy position indicated in the Advertisement is reduced to any number or even to nil, Commission is not liable to compensate the applicant for any consequential damage/loss. More vacancies in Equivalent/comparable posts may also be filled through this advertisement.

2. Candidates must have already passed the qualifying examination as on the crucial date. Candidates who have appeared for the qualifying examination but whose results are not declared by the crucial date, are not eligible.

कर्मचारी चयन आयोग Staff Selection Commission			
APPLICATION FORM/आवेदन प्रपत्र			
<p>कृपया परीक्षा के नोटिस में दिए गए अनुदेशों/संलग्न विवरणिका को सावधानी पूर्वक पढ़ लें। बॉयर्स (□) में लिखने के लिए नीले या काले बॉल पेन का प्रयोग करें। Please read instructions in the Notice of the Examination / Brochure carefully. Use Blue or Black ball pen to write in the boxes (□).</p>			
1. विज्ञापन सं/Advertisement No. <input type="text"/>		2. श्रेणी सं/CAT No <input type="text"/>	
<p>3. उम्मीदवार का पूरा नाम (अंग्रेजी में) मैट्रिकुलेशन प्रमाण पत्र में दिए गए नाम के अनुसार बड़े अक्षरों में लिखें। नाम के किन्हीं दो भागों के बीच एक बर्तन को खाली छोड़ दें। Candidate's Full Name (in English). Write in Capital Letter exactly in Matriculation Certificate. Leave a box blank between any two parts of the name.</p>			
<p>4. पिता का नाम (बड़े अक्षरों में अंग्रेजी में लिखें)/Father's Name (Write in Capital Letters in English)</p>			
<p>5. माता का नाम (बड़े अक्षरों में अंग्रेजी में लिखें)/Mother's Name (Write in Capital Letters in English)</p>			
6. जन्म की तारीख/Date of Birth		7. लिंग/Gender	8. राष्ट्रियता/Nationality
<p>दिन/Day <input type="text"/> <input type="text"/> माह/Month <input type="text"/> <input type="text"/> वर्ष/Year <input type="text"/> <input type="text"/></p>		<p>(Write 2-Female & 1- Male)</p>	<p>(Write 1-Indian & 2- Others)</p>
9. शुल्क/Fees		<p>(Write Fee paid & 2-Exemption claimed)</p>	
10. श्रेणी/Category	10.1 क्या आप भूतपूर्व सैनिक हैं/Whether Ex-Serviceman		11. क्या आप शारीरिक विकलांग हैं?/Whether PH?
<p>(Write 5-General, 7-SC, 2-ST & 6-OBC)</p>	<p>(Write 3-Ex-Serviceman)</p>		<p>(Write 1-Yes, 2-No)</p>
11.1. यदि हाँ, कोड अंकित करें If Yes, indicate Code	12. क्या आप आयु सीमा में छूट चाहते हैं? Whether seeking Age relaxation?	12.1 यदि हाँ, कोड अंकित करें If Yes, indicate Code	12.2 अवेदन प्राप्ति की सामान्य अन्तिम तिथि को आयु Age as on normal closing date
<p>(Write 4-OH, 5-NH, 7-VH)</p>	<p>(Write 1-Yes, 2-No)</p>	<p>(Write two digit Numeric Code)</p>	<p>Years Months Days</p>
13. पदों की प्राथम्यता/Preference for Posts		14. भूतपूर्व सैनिक के लिए/For Ex-Servicemen सेवा समाप्ति तिथि/Date of Discharge	
<p>1 2 3 4 5 6 7 8 9 10</p>		<p>सेवा अवधि/Length of Service <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/></p> <p>(In Years) D D M M Y Y</p>	
15. क्या आप अल्पसंख्यक हैं Whether belong to Minority Communities as per Govt. Orders		16. यदि दृष्टि बाधित विकलांग हैं तो क्या आपको प्रतिलिपि की आवश्यकता है? If VH, whether scribe is required?	
<p>(#1, ##2) <input type="checkbox"/></p> <p>(Write 1-Yes, 2-No)</p>		<p>(#1, ##2) <input type="checkbox"/></p> <p>(Write 1-Yes, 2-No)</p>	
16.1. यदि हाँ, तो माध्यम अंकित करें, अंग्रेजी के लिए 1, हिन्दी के लिए 2 If yes, indicate medium. Write 1 for English, 2 for Hindi			
<p>←←← यहाँ से फोड़ें FOLD HERE यहाँ से फोड़ें FOLD HERE →→→</p>			
17. शैक्षिक कोड Educational Qualification Code	विषय कोड Subject Code	अंक का प्रतिशत Percentage of Marks	माध्यम Medium
<p><input type="text"/></p>	<p><input type="text"/></p>	<p><input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/></p>	<p><input type="text"/></p>
<p>अंग्रेजी के लिए 1 लिखें, हिन्दी के लिए 2 लिखें व अन्य के लिए 3 लिखें Write 1 for English, 2 for Hindi & 3 for Others</p>			
18. कार्य अनुभव का विवरण/Details of work Experience			
संस्था का नाम Name of the organisation(s)	पद का नाम Designation	कार्य का विवरण Nature of Duty(ies)	कार्य की अवधि /Period of Service
			से/From <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
			तक/To <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
19. पता : अपने नाम सहित पत्र व्यवहार का पूरा पता अंग्रेजी में बड़े अक्षरों में या हिन्दी में नीले या काले बॉल पेन से लिखें। Address : Write your complete Communication Address including your Name in English Capital Letters or Hindi with Blue or Black Ball Pen.			
<p>(परीक्षा के दौरान, 4 अनुदेश देखें) See Notice of the Exam For Instructions</p>	<p>नाम Name : <input type="text"/></p>	<p>20. फोटोग्राफ 4 से.मी X 5 से.मी. आकार का हाल ही में खींचा गया फोटोग्राफ यहाँ ठीक ढंग से चिपकावें। (स्टैपल न करें। फोटो को कल्पवृक्षा न करवाएँ) Photograph Paste here firmly your recent photograph (4 c.m. X 5 c.m.) (Do not staple. Do not get the Photograph attested)</p>	<p>अनुक्रमांक (केवल कार्यालय प्रयोग हेतु) Roll Number (for Office use only)</p>
	<p>पता Address : <input type="text"/></p>		<p>21. उम्मीदवार के हस्ताक्षर (केवल चलते-चलते में) Signature of Candidate (Only in running Hand)</p>
<p>रिजि. PIN : <input type="text"/></p>	<p>19.1 मोबाइल/Mobile No. : <input type="text"/></p>	<p>ई-मेल/E-mail ID : <input type="text"/></p>	<p>असहस्रित आवेदन पत्र को रद्द कर दिया जाएगा Unsigned application will be rejected</p>

22. घोषणा/Declaration

Space for
cancellation stamp by post
office after affixing CRF stamp
के. म. शुल्क टिकट विपणन के बाद
काग़ज़र द्वारा रद्द किये जाने वाले
टिकट हेतु स्थान

23. के. म. शुल्क टिकट कि लिए स्थान
Space for CRF Stamp

अपेक्षित शुल्क वर्ग का के. म.
शुल्क टिकट यहाँ ठीक ढंग
से चिपकाएँ तथा काग़ज़र से
रद्द करा दें जहाँ से यह
खरीदा गया है।
(स्टैपल न करें)

Paste here firmly CRF Stamp
of requisite denomination
and get it cancelled from the
post office from where purchased.
(Do not Staple)

- (i) मैंने इस भर्ती के लिए कोई और आवेदन पत्र नहीं भेजा है मुझे यह मालूम है कि यदि मैं इस नियम का उल्लंघन करता / करती हूँ तो आयोग द्वारा मेरा आवेदन सरकारी तौर पर अस्वीकृत कर दिया जाएगा।
I have not submitted any other application for this examination. I am aware that if I contravene this rule, my application will be rejected summarily by the Commission.
- (ii) मैंने विज्ञप्ति में दी गई शर्तों को ध्यानपूर्वक पढ़ लिया है और मैं एतद्द्वारा उनका पालन करने का वचन देता/देती हूँ।
I have read the provisions in the Notice of the examination carefully and I hereby undertake to abide by them.
- (iii) मैं यह भी घोषणा करता/करती हूँ कि मैं इस परीक्षा में प्रवेश के लिए निर्धारित आयु सीमा, शैक्षिक योग्यता आदि संबंधी पात्रता की सभी शर्तों को पूरा करता/ करती हूँ।
I further declare that I fulfill all the conditions of eligibility regarding age limits, educational qualifications etc., prescribed for admission to the examination.
- (iv) मैं यह भी घोषणा करता/करती हूँ कि मुझे आजतक कर्मचारी चयन आयोग/संघ लोक सेवा आयोग द्वारा कितनी भी परीक्षा में बैठने से नहीं रोका गया है तथा मुझे किसी भी विधि न्यायालय द्वारा कभी भी दोषी नहीं पाया गया है।
I also declare that I do not stand debarred by SSC/UPSC/CPWD/MES/Dept. of Posts as on date and have never been convicted by any court of law.
- (v) *आयु सीमा में छूट चाहने वाले केन्द्र सरकार के असेनिक कर्मचारी के लिए
मैं यह घोषणा करता हूँ कि मैं एक केन्द्र सरकार का एक असेनिक कर्मचारी हूँ एवं नियमित आधार पर 3 वर्ष की सेवा या सेवाकाल अवधि प्रेषा की परीक्षा नोटिस में निर्धारित है. आवेदन पत्र जमा करने की अंतिम तिथि या उससे पूर्व, पूर्ण कर ली है।
*For Central Govt. Civilian Employee seeking age relaxation
I declare that I am a Central Govt. Civilian Employee and completed 3 years regular service or regular length of service stipulated in the Notice of the examination on or before date of closing of submitting application form given in the Notice.
- (vi) *अन्य विच्छेद वर्ग से संबंधित अभ्यासी के लिए
मैं यह घोषणा करता/करती हूँ कि मैं उस समुदाय से संबंधित हूँ जिसे कार्मिक एवं प्रशिक्षण विभाग के दिनांक 8.9.1993 के का.प्र. सं.- 36012/22/93 स्था. (एससीटी) में विहित आदेशों के अनुसार भारत सरकार द्वारा सेवाओं में आरक्षण के प्रयोजन हेतु विच्छेद वर्ग माना गया है। यह भी घोषणा की जाती है कि मैं भारत सरकार, कार्मिक एवं प्रशिक्षण विभाग के विभिन्न संशोधनों जो कि नोटिस में उल्लेखित है, उसके तहत उपरोक्त कार्यालय झापन सं. कॉलम 3 में उल्लिखित व्यक्तियों / वर्गों (डीपीलेयर) से संबंधित नहीं हूँ मैं यह भी घोषणा करता/करती हूँ कि मेरे पास परीक्षा नोटिस में निर्धारित प्रारूप में अन्य विच्छेद वर्ग का प्रमाण पत्र है।
*For Candidate belonging to OBC
I declare that I belong to the community which is recognized as a backward class by the Govt. of India for the purpose of reservation in services as per orders contained in Deptt. of Personnel and Training Office Memorandum No. 36012/22/93- East. (SCT) dated 8.9.1993. I also declare that I do not belong to the person/sections (creamy layer) mentioned in column 3 of the schedule of the OM mentioned above and modified vide Govt. of India DOPT OMs mentioned in the Notice. I further declare that I am in possession of OBC Certificate in the prescribed format given in the Notice of the examination.
- (vii). मृतपूर्व सैनिकों के लिए
मैं घोषणा करता/करती हूँ कि मैं परीक्षा विज्ञप्ति के अनुसार वृ.पू. सैनिक सम्बन्धित पात्रता की सभी शर्तों को पूरा करता/ करती हूँ।
For Candidate belonging Ex-Serviceman
I declare that I fulfill all the eligibility condition relating to Ex-Serviceman as per notice of exam.
- (viii) मैं एतद् द्वारा घोषणा करता/करती हूँ कि इस आवेदन पत्र में दिए गए सभी विवरण मेरी अधिकतम जानकारी और विश्वास के अनुसार सत्य, पूर्ण एवं सही है। मैं समझता/समझती हूँ कि परीक्षा से पहले या बाद में कोई भी सूचना छुपाई हुई/छूटी या असत्य पाई जाने पर या अपात्रता का पता लगने पर मेरी अयोग्यता/निवृत्ति निरस्त की जा सकती है।
I hereby declare that all statements made in this application are true, complete and correct to the best of my my knowledge and belief. I understand that in the event of any information being found suppressed/false or incorrect or ineligibility being detected before or after the examination, my candidature / appointment is liable to be cancelled

स्थान / Place

तारीख/ Date :

D	D	M	M	Y	Y
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

*अति ज़रत न हो तो यह वाक्य हटा दें।
*Strike off this sentence if not applicable.

उम्मीदवार के हस्ताक्षर (केवल घसीट हस्तलिपि में)
Signature of Candidate (only in running hand)

अहस्ताक्षरित आवेदन पत्र बर्द कर दिया जाएगा
Unsigned application will be rejected

INSTRUCTIONS FOR FILLING UP APPLICATION FORM FOR SELECTION POSTS

1. It may be noted that the Commission uses Common Application Form for all its recruitments. Please go through the notice for the Recruitment and also these instructions carefully before applying for any the posts mentioned in the Notice. You must satisfy yourself that you are eligible for the post for which you are applying.
2. Use only blue/black pen for filling up the Application Form.
3. Instructions have been given for most items in the application itself which should be gone through carefully before filling up the boxes. For items for which instructions are not available or require further clarification, further instructions given below may be gone through carefully.
4. Column 10 may be filled up carefully. Ex-Servicemen candidates are also required to fill up columns 10 and 10.1.
5. PH candidates are required to fill up columns 10,11,11.1,16 and 16.1 as may be applicable. The Commission may decide to hold screening/skill test for certain posts and therefore, VH candidates should fill in columns 16 and 16.1
6. Column No.12.1 – The category code for filling up this column is available in the Commission's website : <http://ssc.nic.in>
7. Column No.12.2 – Age as on closing date for receipt of applications should be indicated.
8. Col.No.13 relating to preference of posts may be left blank.
9. Column 27 Educational Qualification : The list of Educational qualification and subjects mentioned in Appendix VII is not exhaustive. Candidates who possess any educational qualification or studied any subject other than those mentioned in the list at Appendix VII may use 'Others' for qualifications and/or subject code.
10. Candidates should read carefully the Essential Qualification required for the post for which they are applying and ensure that they fulfill the same. Documents in support of Essential Qualifications should invariably be furnished alongwith the application failing which the applications will be summarily rejected.
11. Column No.19 : Write your complete communication address including your Name in English in capital letters or in Hindi with blue/black ball pen. Do not forget to write 6 digit PIN in the boxes.

12. Column 20 : Paste your recent photography of size 4cm x 5 cm. Do not staple and do not get the photo attested. Please note that your application shall be rejected summarily without photograph.
13. Column No.21 and 22 : Please do sign in running hand. Unsigned applications will be rejected. Signature in capital letters of English shall not be accepted and your application shall be summarily rejected. Variations in the signature will render the application liable to be rejected .

APPENDIX**Essential Educational Qualification Code**

Essential Qualification	Code
Matriculation	01
Intermediate	02
Certificate	03
Diploma	04
B.A.	05
B.A.(Hons)	06
B.Com	07
B.Com (Hons.)	08
B.Sc.	09
B.Sc. (Hons.)	10
B.Ed.	11
LLB	12
BE	13
B.Tech	14
AMIE (Part A & Part B)	15
B.Sc(Engg.)	16
BCA	17
BBA	18
Graduation issued by Defence (Indian Army,Air force, Navy)	19
B.Library Science	20
B.Pharma	21
ICWA	22
CA	23
PG Diploma	24
M.A.	25
M.Com	26
M.Sc	27

M.Ed	28
LLM	29
ME	30
M.Tech	31
M.Sc (Engg.)	32
MCA	33
MBA	34
Others	35

Subject Code for Educational Qualification

Subject for Educational Qualification	Code
History	01
Political Science	02
Economics	03
English Literature	04
Hindi Literature	05
Geography	06
Commerce	07
Law	08
Physics	09
Chemistry	10
Mathematics	11
Statistics	12
Botany	13
Zoology	14
Agricultural Science	15
Civil Engineering	16
Electrical Engineering	17
Mechanical Engineering	18
Electronics Engineering	19
Electronics & Power Engineering	20
Electronics & Communication Engineering	21
Electronics Instrumentation Engineering	22

Agriculture Engineering	23
Computer Science	24
Computer Application	25
Information Technology	26
Library Science	27
Accountancy	28
Work Accountancy	29
Business Administration	30
Mass Communication	31
Journalism	32
Mass Communication & Journalism	33
Pharmacy	34
Photography	35
Printing Technology	36
Nursing	37
Assamese	38
Bengali	39
Malayalam	40
Telugu	41
Kannada	42
Tamil	43
Marathi	44
Gujarati	45
Urdu	46
Sanskrit	47
OTHERS	48
Aeronautical Engineering	49
Chemical Engineering	50
Microbiology	51
Forensic Science	52
Space Engineering	53
Rocketry	54

Telecommunication Engineering	55
Social Work	56
Sociology	57
Criminology	58
Bio-Physics	59
Bio-Chemistry	60
Bio-Technology	61
Communication	62
Electronics	63
Radio Engineering	64
Radio Communication	65
Metallurgy	66
Textile Technology	67
Rubber Technology	68
Plastic Engineering	69
Polymer & Rubber Technology	70
Physical Education	71
Agronomy	72
Plant Breeding	73
Genetics	74
Automobile Engineering	75
Marine Engineering	76
Naval Architecture	77
Operations Research	78
Instrumentation Engineering	79

APPENDIX – I**Form of certificate for serving Defence personnel**

I hereby certify that, according to the information available with me (No.) _____
 (Rank) _____ (Name) _____ is due to complete the
 specified term of his engagement with the Armed Forces on the
 (Date) _____.

Signature of Commanding Officer

Place :

Date :

Office Seal:

APPENDIX – II

(Undertaking to be given by the Ex-S candidates)

I understand that, if selected on the basis of the recruitment/examination to which the application relates, my appointment will be subject to my producing documentary evidence to the satisfaction of the appointing authority that I have been duly released / retired / discharged from the Armed Forces and that I am entitled to the benefits admissible to ex-servicemen in terms of the Ex-service men (Re-employment in Central Civil Services & Posts) Rules, 1979, as amended from time to time.

I also understand that I shall not be eligible to be appointed to a vacancy reserved for Ex-S in regard to the recruitment covered by this examination, if I have at any time prior to such appointment, secured any employment on the civil side (including Public Sector Undertakings, Autonomous Bodies / Statutory Bodies, Nationalised Banks, etc) by availing of the concession of reservation of vacancies admissible to Ex-S.

Signature of candidate

Place :

Date :

APPENDIX - III
FORMAT FOR SC/ST CERTIFICATE

A candidate who claims to belong to one of the Scheduled Caste or the Scheduled Tribes should submit in support of his claim an attested/certified copy of a certificate in the form given below, from the Sub-Divisional Officer or any other officer as indicated below of the District in which his parents(or surviving parent) ordinarily reside who has been designated by the State Government concerned as competent to issue such a certificate. If both his parents are dead, the officer signing the certificate should be of the district in which the candidate himself ordinarily resides otherwise than for the purpose of his own education. Wherever photograph is an integral part of the certificate, the Commission would accept only attested photocopies of such certificates and not any other attested or true copy.

The form of the certificate to be produced by Scheduled Castes and Scheduled Tribes candidates applying for appointment to posts under Government of India.

This is to certify that Shri/Shrimati/ Kumari* _____ son/daughter of _____ of village/town* in District/Division* _____ of the State/Union Territory* _____ belongs to the Caste/Tribes _____ which is recognised as a Scheduled Castes/Scheduled Tribes* under :-

The Constitution (Scheduled Castes) order, 1950 _____ the Constitution (Scheduled Tribes) order, 1950 _____ the Constitution (Scheduled Castes) Union Territories order, 1951 * _____ the Constitution (Scheduled Tribes) Union Territories Order, 1951* _____

As amended by the Scheduled Castes and Scheduled Tribes Lists (Modification) Order, 1956, the Bombay Reorganisation Act, 1960 & the Punjab Reorganisation Act, 1966, the State of Himachal Pradesh Act 1970, the North-Eastern Area (Reorganisation) Act, 1971 and the Scheduled Castes and Scheduled Tribes Order (Amendment) Act, 1976.

The Constitution (Jammu & Kashmir) Scheduled Castes Order, 1956

The Constitution (Andaman & Nicobar Islands) Scheduled Tribes Order, 1959 as amended by the Scheduled Castes and Scheduled Tribes order (Amendment Act), 1976*.

The Constitution (Dadra and Nagar Haveli) Scheduled Castes Order 1962.

The Constitution (Dadra and Nagar Haveli) Scheduled Tribes Order 1962 @.

The Constitution (Pondicherry) Scheduled Castes Order 1964 @.

The Constitution (Scheduled Tribes) (Uttar Pradesh) Order 1967 @.

The Constitution (Goa, Daman & Diu) Scheduled Castes Order 1968 @.

The Constitution (Goa, Daman & Diu) Scheduled Tribes Order 1968 @.

The Constitution (Nagaland) Scheduled Tribes Order 1970 @.

The Constitution (Sikkim) Scheduled Castes Order 1978 @.

The Constitution (Sikkim) Scheduled Tribes Order 1978 @.

The Constitution (Jammu & Kashmir) Scheduled Tribes Order 1989 @.

The Constitution (SC) Orders (Amendment) Act, 1990 @.

The Constitution (ST) Orders (Amendment) Ordinance, 1991 @.

The Constitution (ST) Orders (Second Amendment) Act, 1991 @.

The Constitution (ST) Orders (Amendment) Ordinance, 1996

2. Applicable in the case of Scheduled Castes, Scheduled Tribes persons who have migrated from one State/Union Territory Administration.

This certificate is issued on the basis of the Scheduled Castes/ Scheduled Tribes certificate issued to Shri/Shrimati _____ Father/Mother _____ of Shri/ Shrimati/ Kumari* _____ of village/town* in District/Division* _____ of the State/Union Territory* _____ who belongs to the _____ Caste/Tribe which is recognised as a Scheduled Caste/Scheduled Tribe in the State/Union Territory* issued by the _____ dated _____.

3. Shri/Shrimati/Kumari and /or * his/her family ordinarily reside(s) in village/town* _____ of District/Division* _____ of the State/Union Territory of _____

Signature _____

** Designation _____

(with seal of office) State/Union Territory

Place _____

Date _____

* Please delete the words which are not applicable

@ Please quote specific Presidential Order

% Delete the paragraph which is not applicable.

NOTE: The term, ordinarily reside(s) used here will have the same meaning as in section 20 of the Representation of the People Act, 1950.

List of authorities empowered to issue Caste/Tribe Certificates:

(i) District Magistrate/Additional District Magistrate/Collector/Deputy Commissioner/Additional Deputy Commissioner/Dy. Collector/ Ist Class Stipendiary Magistrate/Sub-Divisional Magistrate/Extra-Assistant Commissioner/Taluka Magistrate/Executive Magistrate.

(ii) Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate.

(iii) Revenue Officers not below the rank of Tehsildar.

(iv) Sub-Divisional Officers of the area where the candidate and/or his family normally resides.

NOTE: ST candidates belonging to Tamil Nadu state should submit caste certificate ONLY FROM THE REVENUE DIVISIONAL OFFICER.

APPENDIX – IV**FORM OF PHYSICALLY DISABLED CATEGORY**

1. Dr. _____ Regn no. _____ examined Shri /Smt/ Kum. _____

whose Particulars are given below and hereby certify that he/she is a permanent physically disabled person of the following category:-

- (i) BL – Both legs affected but not arms.
- (ii) BA- Both Arms affected
 - (a) Impaired reach
 - (b) Weakness of grip
- (iii) BLA – Both legs and both arms affected
- (iv) OL - One leg affected (right or left)
 - (a) Impaired reach
 - (b) Weakness of grip
 - (c) Ataxic
- (v) OA- One arm affected
 - (a) Impaired reach
 - (b) Weakness of grip
 - (c) Ataxic
- (vi) BH- Stiff Back and hips (Cannot sit or stoop)
- (vii) MW- Muscular weakness and limited Physical endurance
- (viii) B-Blind
- (ix) PB- Partially Blind
- (x) D- Deaf

(Delete the category whichever is not applicable)

1. The percentage of disability in his/her case is _____

2. Shri/Smt/Kum _____ meets the following physical requirements for discharge of

his/her duties:-

- (i) F- Work performed by manipulating with fingers.
- (ii) PP-Work performed by pulling and pushing.
- (iii) L- Work performed by lifting.
- (iv) KC-Work performed by kneeling and crouching.
- (v) B – Work performed by bending.
- (vi) S –Work performed by sitting.
- (vii) ST –Work performed by Standing
- (viii) W – Work performed by walking.
- (ix) SE – Work performed by seeing.
- (x) H- Work performed by hearing/speaking.
- (xi) RW- Work performed by reading and writing.

(Delete whichever is not applicable)

4. Shri/Smt/Kum_____ does not suffer from disease (communicable otherwise) constitutional weakness or bodily infirmity that may interfere with the efficient discharge of his/her duties as an Officer under the Govt. Of India.

- (i) Name of the candidate_____
- (ii) Father's name_____
- (iii) Identification marks_____
- (iv) Sex_____
- (v) Age)_____

Signature of the Surgeon/Medical Officer

Designation_____

Signature of the candidate

Office stamp_____

Address_____

Note: The disability certificate should be issued by a Govt. Hospital.